

**TOWN OF ROME, MAINE
BOARD OF SELECTMEN
APRIL 4, 2016
MINUTES**

Chairman Richard LaBelle called the meeting of the Board of Selectmen to order at 7:00 p.m. in the Selectmen's Office at the Rome Community Center in Rome. Selectmen LaBelle, Archer and Charles were present. A quorum was declared. Also present at all or parts of the meeting were Kimberly Brooks, Tammy Lyons, Andrew Marble, Ed Pearl, Jr., and Kathleen Ross.

Charles/Archer Motion to accept minutes for March 28, 2016, selectmen's meeting
LaBelle, Archer, Charles in favor (3-0)

Selectman LaBelle read an e-mail from municipal attorney Frank Underkuffler regarding the Baker lots on Mountain Drive. These lots are part of an illegal subdivision. A law firm representing the Baker interests is requesting the Town's permission to work through Attorney Underkuffler to resolve the ongoing problems with these lots. Attorney Underkuffler recommends that the private party pay the Town \$1,000 and Underkuffler can work up to the \$1,000 and be done.

Selectman LaBelle states his displeasure with the Town being used as a go-between. He believes that if the attorneys bring a proper proposal before the Town, it would be considered. Selectman Charles expresses similar disapproval of the Town being involved financially with this matter.

The Board of Selectmen email Attorney Underkuffler a letter stating that the Town will not take a stand on the Baker lot issue and to allow attorneys representing any interested parties conduct research and negotiations. The Town does not authorize Attorney Underkuffler to advise the Bakers on the Town's behalf.

Selectman LaBelle has drafted a grant application on behalf of Rome Rescue in the amount of \$1,619.70 for the purchase of hi-vis responder jackets. The Safety Enhancement Grant is offered by Maine Municipal Association (MMA).

LaBelle/Archer Motion to sign and submit the grant application to Maine Municipal
Association, on behalf of Rome Rescue.
LaBelle, Archer, Charles in favor (3-0)

Selectman LaBelle has drafted a grant application on behalf of Rome Fire in the amount of \$4,682.00 for the purchase of new turnout gear. The Safety Enhancement Grant is offered by Maine Municipal Association (MMA).

LaBelle/Charles Motion to sign and submit the grant application to Maine Municipal
Association, on behalf of Rome Fire.
LaBelle, Archer, Charles in favor (3-0)

The Town received a letter of recognition and thanks from Kennebec Behavioral Health for the \$900.00 donation approved at Town Meeting.

Selectman LaBelle asks Animal Control Officer Kathleen Ross for an update on the progress of enforcing unlicensed dogs. Dog licenses expired on December 31; most towns are nearly

complete the issuance of warnings and summons. Animal Control Officer Ross states that she has issued approximately 20 summonses.

LaBelle/Charles Motion to issue 30-day notice of the Town's intent to sever the contract with Animal Control Officer Kathleen Ross. A new contract with stricter language and more precise verbiage will be developed. Kathleen Ross will be offered the right of first refusal of the new contract
LaBelle, Charles in favor; Archer opposed (2-1)

Tax Collector and Treasurer Tammy Lyons provided the Board with an update. She filed 2015 liens today; there were 75. Lyons reported on the status of two checks that were returned for insufficient funds. There have been two this year which have been settled.

Treasurer Lyons contacted Belgrade regarding the process of using MuniPay, a proposed vendor for credit card transactions. Belgrade is in the process of exploring an alternate vendor. Lyons would like to delay the installation of the program so that proper research may be done. She will provide an update at the next meeting.

Progress has been made in determining the source of discrepancies within the Inland Fisheries and Wildlife account. Lyons will continue to work with Town Clerk Lois Stratton to resolve the difference.

LaBelle/Charles Motion to classify the \$14.00 per hour compensation plan for the positions of Excise Tax Collector and Town Clerk as fully compensable.
LaBelle, Archer, Charles in favor (3-0)

A draft proposal of a Property Tax Payment Policy was presented and reviewed. The purpose of this policy is to ensure payment procedures are in place, protect that Town against returned checks, and forbid the use of credit cards for last minute payment of property taxes. Adjustments will be made and will be represented for consideration at the next meeting.

Maine Municipal Association (MMA) Legal Department responded to a Board inquiry regarding a selectman serving as a signatory on financial accounts. More specifically, the question was to provide clarification as to whether or not the chair should sign the Treasurer's paycheck. In the past, the auditor had advised Selectman Archer to sign the checks, but Selectman LaBelle believes that it is improper. MMA Attorney Rebecca W. Seel supported the position that selectmen should not sign Town checks. The process of approving the municipal payroll warrants is the legal document that allows the Treasurer to sign her own check.

LaBelle/Charles Motion to change payday to Thursdays, instead of Friday, effective immediately.
LaBelle, Archer, Charles in favor (3-0)

Selectmen Charles states that we must begin to think about next winter. He would like authorization to speak with contractor David Kincaid about the purchase and stockpiling of sand and salt for winter 2016-17. This arrangement would be coordinated with the road commissioner, salt vendor, and plow contractor.

Charles/Archer Motion to authorize the negotiation of purchasing and stockpiling of salt and sand with contractor David Kincaid.
LaBelle, Archer, Charles in favor (3-0)

Charles/Archer The meeting be adjourned.
LaBelle, Archer, Charles in favor (3-0)

Meeting adjourned at 8:58 p.m.

Respectfully submitted,

Kimberly R. Brooks
Assistant to the Selectman

Richard A. LaBelle, First Selectman

Kelly Archer, Second Selectman

Malcolm Charles, Third Selectman